

TRIPURA GAZETTE

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PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA HOME DEPARTMENT

No.F.1(23)-PD/2018(P-1)/3094

Dated, Agartala 30 / 09 / 2022.

NOTIFICATION

In exercise of the Powers conferred under Section 103 read with Section 35 of the Tripura Police Act, 2007, the State Government hereby makes the following Rules, namely:

1. Short title & commencement:

- i) These Rules may be called 'The Tripura Enlistment of Special Executive Rules, 2022';
- ii) These rules shall come into force on & from the date of their publication in the Official Gazette.

2. Definition: In these rules, unless the context otherwise requires-

- a) 'Act' means The Tripura Police Act, 2007;
- b) 'Special Executive' means the person to be appointed under Section 35 of the Tripura Police Act, 2007, as amended by the Second Amendment Act, 2022;
- c) 'Section' means a section of the Act;
- d) 'Appendix' means an appendix appended to these Rules;
- e) All other words and expressions used in these Rules but not defined shall have the same meaning as assigned to them in the Act

3. Conditions of service and other related matters:

I. Terms and conditions for the enlistment of Special Executives:

The applicant should possess the following eligibility criteria:

- a) He/she shall be a permanent resident of Tripura;
- b) Minimum and maximum age limit of the applicant should be 21-45 yrs with special relaxation for SC/ST candidates up to 50 yrs (as on 1st January of the year of application);
- c) Minimum educational qualification: Passed class VIII standard from any recognized Board/Council;
- d) Should be physically good health & mentally fit;
- e) Should not have any criminal record against him/her in any Police Station or having no adverse report regarding antecedent;

II. Selection Procedure :

- a) The District SP shall arrange wide publication about the screening and enlistment of Special Executives in his/her districts .
 - b) Eligible candidates may apply to the local O/C PS for consideration of their enlistment as Special Executives in a prescribed format in the **Appendix-A**.
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- c) The following documents shall be furnished by each applicant as proof of eligibility of each enlistment criteria:
- i) Adhar card/birth certificate/school leaving certificate as proof of age;
 - ii) Medical fitness certificate issued by a Government Medical officer;
 - iii) Attested copy of school leaving certificate or attested copy of mark sheet of the school/college as a proof of educational qualification;
 - iv) Certified copy of the Ordinary Residents Register certificates/equivalent certificate issued by competent Government Authority for determination of permanent residency of the area.
- d) The O/C PS shall prepare a list of eligible candidates after preliminary scrutiny of the applications and supporting documents.
- e) The O/C PS shall forward the list of eligible persons, along with the application forms and supporting documents, to the District SP in sealed cover. Utmost transparency and proper record keeping shall be ensured.
- f) The District Superintendent of Police shall constitute a Screening Committee, consisting of the Additional SP, Deputy SP DIB and representative of the Special Branch. The committee may constitute as many sub-committees, each headed by an officer of Deputy SP rank, as felt necessary to scrutinize the documents sent by the O/C PSs. Thereafter, the sub Committees shall call the listed persons for assessing their suitability for the post, on the basis of the following criteria for a maximum of 100 marks.
- i) Orientation to assist the police,
 - ii) Ability to maintain vigil in order to prevent crime or law & order problems,
 - iii) Ability to observe suspicious activity and/or suspicious movement,
 - iv) Ability to read and write in the local language.
- g) After assessment, the Sub committees shall submit the record of markings to the screening committee, which shall prepare a consolidated merit list for consideration by the District SP for enlistment as Special Executives;
- h) Before enlistment, the District SP shall arrange for character antecedent verification of the persons to be appointed as Special Executive;
- i) The District SP shall issue the written order to appoint the Special Executive under Section 35 read with Section 36 of the Tripura Police Act, 2007, as amended by the Second Amendment Act, 2022, for a period of 3 years initially which may be renewed, upon satisfactory performance. No renewal

shall , however, be granted to a person after he crosses the age of sixty years;

- j) At the time of joining as Special Executive, the person will be required to submit a self declaration stating that all the particulars furnished by him / her are genuine and that any misrepresentation, impersonation or violation of the terms and conditions of appointment will make his enlistment liable for dismissal without further notice;
- k) After induction as Special Executive, he/she will have to undergo suitable training course at respective Police Lines of the district as may be determined by the Director General of Police. Periodical refresher training may also be organized for them;
- l) After observing necessary selection procedure and completion of training such Special Executive will be deployed in different areas as decided by the Director General of Police;
- m) The entire selection procedure shall be conducted through a uniform method, to be prescribed by the Director General of Police, by standard procedural guidelines.

III. Role of Special Executives:

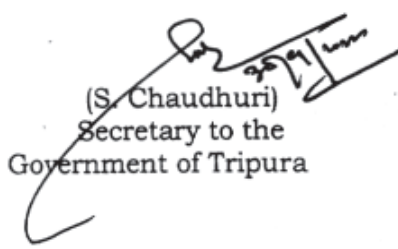
- a) To assist police in ensuring public safety,
- b) To assist police in maintaining a general vigil in the area from the point of view of crime prevention or prevention of law and order problem, and promptly inform the police about the same,
- c) To assist police in handing over any citizen to the Police station under Section 43 of Cr.P.C, 1943,
- d) To assist Police in bringing the offenders to book,
- e) To assist police in maintenance of records and registers,
- f) To secure and preserve the scene of any crime till the arrival of the Police, duly ensuring that it is not disturbed by curious onlookers or anyone else,
- g) To record any public grievances or complaints in relation to policing,
- h) To liaise with the local bodies on matters relating to crime and law & order in the area,
- i) To assist police in major festivals,
- j) To perform duties as assigned to them by District SP from time to time.

IV. Honorarium: A reasonable monthly honorarium will be provided to the Special Executives as may be fixed by the State Government from time to time.

V. Dismissal/ Removal of Special Executives:

1) All Special Executives will exhibit highest degree of discipline and devotion to Government duty. The Special Executives will be liable to be demobilized or terminated –temporarily or permanently by District SP for any of the reasons noted below:

- a) Dereliction of duty;
 - b) Indisciplined conduct;
 - c) Involvement in any criminal case;
 - d) Long unauthorized absence from duty;
 - e) Indulgence in corruption/extortion;
 - f) Exhibiting conduct which is found to be unbecoming of a person in assistance of the Police;
 - g) Incapacitated or medically unfit
 - h) Any other reasonable cause determined by the Director General of Police
- 2) But no such Special Executives shall be terminated without giving any reasonable opportunity of being heard.


(S. Chaudhuri)
Secretary to the
Government of Tripura

APPENDIX-A

PREScribed FORM FOR ENROLMENT AS SPECIAL EXECUTIVE

Paste your
recent passport
size photograph

1. ID No. (to be filled by office): _____

2. Name in full (in Capital Letters): _____

3. Gender: _____

4. Date of birth :

D	D	M	M	Y	Y	Y	Y

5. Father's Name: _____

6. Mother's Name: _____

7. Mobile No. _____

8. E-mail(if any): _____

9. A. Present Address: _____

B. Permanent Address: _____

10. Category:

UR	ST	SC

11. Religion: _____

12. Marital Status: _____

13. Identification Mark(if any): _____

14. Voter Card No.: _____

15. Adhar Card no: _____

16. Education Qualification: _____

(Please attach Xerox
copies of certificates)

17. Extracurricular Activities and other skills such as NCC/ Scouts/ NSS/
Civil Defense/ Sports etc: (Give details in Brief and please attach Xerox
copies of certificates)

A. _____

B. _____

C. Involvement in Criminal cases: Yes

☐

No

☐

If yes, please give case details:

Declaration:

a) I possess all essential qualifications.

b) I solemnly declare that all the statements made in this application
form are true, complete and correct to the best of my knowledge and
belief. In the event of any information being found suppressed/false or
incorrect, or if my ineligibility is detected, my candidature/ enlistment to
Special Executive will stand cancelled. I also declare that I have
submitted no other application form for this enrolment.

Full signature of the candidate

Date:

Place:

(For Office Use only)